

Jail Performance Outcomes -- Category 9

Field Training

In conjunction with completing basic academy training, the deputy/jail officer must identify requirements related to the employing agency, and community resources and agencies that may assist a person in need. Expected performance outcomes include this basic knowledge and cover the following:

9.1. – 9.31. Policies, Procedures, and Operations

- 9.1. Identify agency policy regarding professional appearance related to clothing and grooming.
- 9.2. Identify agency policy and procedures for handling violations of professional, ethical, or legal standards of conduct by fellow deputies/jail officers.
- 9.3. Identify agency policies related to commitment and treatment of prisoners.
- 9.4. Identify agency policy and procedure related to treatment of juvenile offenders.
- 9.5. Identify agency policy and procedure related to communicating information about a prisoner to internal and external authorities.
- 9.6. Identify agency policy and procedure for obtaining assistance for communicating with various cultural backgrounds or with various disabilities.
- 9.7. Identify agency policy and procedure related to receiving, securing, and disbursing funds from an inmate's personal account.
- 9.8. Identify agency policy related to file and retrieving records in agency system.
- 9.9. Identify agency policy related to removing a report from agency records system as appropriate and required by law and when assigned to make this removal.
- 9.10. Identify agency policy for reporting maintenance problems.
- 9.11. Identify agency policy for performing a safety inspection.
- 9.12. Identify agency policy and procedures for participating in searches with multiple agencies.
- 9.13. Identify agency policy and procedure for conducting interrogations.
- 9.14. Identify agency policy regarding the communication of emergency messages.

- 9.15. Identify agency policy and procedure for documenting proceedings related to dealing with emotionally upset individuals.
- 9.16. Identify agency policy and procedure for documenting proceedings related to a inmate who commits suicide.
- 9.17. Identify agency policy and procedures for obtaining an emergency custody order or temporary detention order.
- 9.18. Identify department policy related to explaining a violation of county or municipal ordinance(s) that is the basis for issuing a summons to a violator.
- 9.19. Identify department policy relating to use of discretion regarding a violation of law or ordinance.
- 9.20. Identify agency policy and procedure for establishing and tracking chain of custody of evidence.
- 9.21. Identify agency policy, procedure, and documentation required for return of property held as evidence when lawfully released.
- 9.22. Identify agency policy and procedure for making a warrantless arrest.
- 9.23. Identify agency policy regarding information that may be given to families of adult defendants.
- 9.24. Identify agency policy and procedure to initiate inmate disciplinary actions.
- 9.25. Identify agency policy and procedure to issue and document provision of non-prescription and prescription medicine in the absence of medical staff.
- 9.26. Identify agency policy related to sexual harassment in the workplace.
- 9.27. Identify agency policy and procedure related to operation of emergency vehicles.
- 9.28. Identify agency policy and procedures to follow upon the death of an inmate.
- 9.29. Identify agency policy and procedure for interrogations.
- 9.30. Identify department policy related to use of records, documents, and reports within the department.
- 9.31. Identify department policy and procedure for transporting and escorting a person for the purpose of obtaining personal property from a person under a restraining order

9.32 – 9.37. Use of Force, Weapons Use

- 9.32. Identify agency policy related to use of force.
- 9.33. Identify agency policy related to use of restraints, weapons (including impact weapons), electronic immobilization devices, and chemical sprays.
- 9.34. Identify agency policy and procedure for documenting injuries to a prisoner.
- 9.35. Identify agency policy and procedure for documenting injuries to staff.
- 9.36. Identify agency policy and procedure for documenting incidents that required a use of force.
- 9.37. Identify agency policy related to carrying a firearm while off duty.

9.38. – 9.40. Transporting Prisoners

- 9.38. Identify agency policy related to medical transports involving rescue squads or other non-agency vehicle.
- 9.39. Identify agency policy related to non-traditional medical transports, i.e., pregnant inmate, disabled inmate (various disabilities), etc.
- 9.40. Identify agency policy and procedure for searching, securing, and transporting a prisoner to mental health facility

9.41 – 9.44. Safety Training

- 9.41. Complete the Virginia Occupational Safety and Health training related to exposure to blood borne pathogens.
- 9.42. Demonstrate use of protective gear for air borne pathogens.
- 9.43. Notify persons exposed to blood or body fluids while assisting a deputy or jail officer that they have a right to the test results for HIV or hepatitis.
- 9.44. Identify procedure for a deputy or jail officer to follow to obtain a blood sample from an individual related to a blood exposure.

9.45 – 9.61. General Tasks

- 9.45. Stand, walk or sit for more than half of work shift.
- 9.46. Perform duties while wearing heavy equipment other than a gun belt (SCBA, Scott Air Pack, Ballistic Vest, Riot Gear).
- 9.47. Participate in drills (fire, disaster, hostage situations, and/or evacuations).
- 9.48. Facilitate group meetings within facility, if assigned.
- 9.49. Review incoming and outgoing mail and distribute mail.
- 9.50. Operate controls and radios for facility.
- 9.51. Inspect security devices and report deficiencies.
- 9.52. Maintain security of keys and tools and report discrepancies.
- 9.53. Report and document need for repairs to any equipment or tools used in the facility.
- 9.54. Inspect/wear emergency response equipment and protective gear/apparatus of agency and report any deficiencies.
- 9.55. Operate agency fire extinguisher to extinguish fires.
- 9.56. Check audio/video communications equipment for proper operation and report any deficiencies.
- 9.57. Discuss any personal or on-the-job problems with your supervisor.
- 9.58. Inspect electrical wiring, plugs, and receptacles for operation and safety.
- 9.59. Inventory forms and other supplies.
- 9.60. Test emergency power supply when directed.
- 9.61. Fingerprint subject for commitment to jail if assigned.